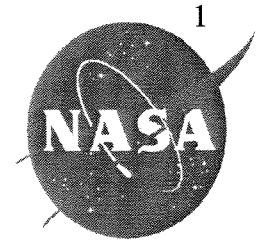


National Aeronautics and
Space Administration



Goddard Space Flight Center
Wallops Flight Facility
Wallops Island, VA 23337-5099

Reply to Attn of: 210.I

May 31, 2011

TO: All Potential Offerors

SUBJECT: Request for Proposal, Solicitation No. NNG10299022R for NASA
Safety Office Contract (NSOC)

You are invited to submit a proposal for the NASA Safety Office Contract (NSOC). The NSOC contract will provide safety support services for the NASA Safety Office at the Wallops Flight Facility (WFF). In accordance with the Statement of Work, the successful NSOC contractor will not only provide supplemental range safety support to the WFF Safety office, but it will provide supplemental institutional safety support for WFF through the following functional areas: program management, task implementation, professional training, continuous risk management, contract management, subcontract administration, quality control, and data management. WFF is home to the NASA Sounding Rockets Program Office, the NASA Balloon Programs Office and the NASA Aircraft Office. In addition, WFF supports various NASA and non-NASA projects as the lead range.

This procurement is a small business set-aside (the NAICS code is **541712**, exception, Space Vehicles and Guided Missiles, their Propulsion Units, their Propulsion Units Parts, and their Auxiliary Equipment and Parts, **Employee Size Standard – 1,000 employees**). This competitive procurement will result in a Cost-Plus-Fixed-Fee (CPFF), Indefinite Delivery Indefinite Quantity (IDIQ) contract with an effective ordering period that extends 5 years from the effective date of the contract. It is anticipated that a separate firm-fixed price contract vehicle will be issued for the 30-day phase-in effort in October 2011. The anticipated effective date of the contract is November 2011

One Representative Task Order (RTO) has been included as Enclosure 1 of the Request for Proposals (RFP) to help the Government understand how you, as our contractor, would carry out the tasks associated with the Statement of Work. Offeror's are required to price the RTO as part of the mission suitability and cost realism evaluation. The dates on the RTO activities are "representative only" but the time periods for the activities and the overlap of activities are realistic for possible contract task orders.

NASA appreciates the comments received in response to the release of the Draft solicitation. These comments resulted in improvements to both the quality and content of

the RFP. Offeror's should review the RFP in its entirety, as its content has changed from the Draft version. Responses to the comments are located at the following website: https://www.fbo.gov/index?s=opportunity&mode=form&id=b6e249a9fa614dfeaf14eda31d25c8e2&tab=core&_cview=0. (CTRL+left mouse click the website to open). The following list identifies some areas where enhancements have been made from the Draft RFP to this final RFP that may not have been stated in the Draft RFP questions and responses:

1. Statement of Work (SOW)
2. Representative Task Order (RTO)
3. Request for Proposal (RFP)
 - A. Note: Addition of L.9 NOTICE OF POTENTIAL ORGANIZATIONAL CONFLICTS OF INTEREST and L.10 SUBCONTRACTOR ARRANGEMENT INFORMATION
4. Cost Exhibits
5. Technical Library

This list is not intended to cover all changes nor describe all RFP requirements. Offerors should carefully review the final RFP in its entirety.

All documents related to this procurement, including this letter, the solicitation, attachments, exhibits, the reference library, and any amendments will be attainable electronically from the World Wide Web through the GSFC Procurement Home Page at: https://www.fbo.gov/index?s=opportunity&mode=form&id=b6e249a9fa614dfeaf14eda31d25c8e2&tab=core&_cview=0. Offerors are requested to periodically monitor the website for any potential updates.

NASA received several questions in response to the RFP regarding Organizational Conflicts of Interest. Offerors are directed to Section L.9 of this RFP, which requires offerors to submit an OCI plan with its proposal. An acceptable OCI plan is an eligibility requirement for consideration of the Offeror's proposal and award of the NSOC contract. As noted in the response to Question 69 of the Draft RFP Q&A's, because NSOC is a single award IDIQ contract, a general resolution of any potential conflicts must occur at the time of award to preserve the Government's right to issue subsequent orders under the contract. Because no task orders will be issued until after contract award, it is impossible for NASA to identify all NASA contractors (and sub-contractors) that the prospective contractor will oversee in performance of the NSOC contract. A non-exclusive list of existing NASA contractors which are likely to receive oversight include: LJT & Associates, Computer Sciences Corporation, Orbital Sciences Corporation, Airtech, Inc., and VT Group. Offerors are cautioned that this list is dynamic and will fluctuate over the life of the contract.

This RFP does not commit NASA GSFC Wallops Flight Facility to pay any proposal preparation costs, nor does it obligate NASA GFSC Wallops Flight Facility to procure or contract for these services. This request should not be construed as authorization to

proceed with, or be paid for charges incurred by performing any of the work called for in this solicitation.

Proposals submitted in response to this solicitation shall be due no later than June 30, 2011, 3:00 PM EST.

Below is a list of the Source Selection Authority (SSA) and voting members along with their associated NASA GSFC organizational codes, for the Source Evaluation Board (SEB). The names provided are for informational purposes only and other than the Contracting Officer, Pamela J. Taylor, these individuals should not be contacted regarding the NSOC procurement. The Government reserves the right to change personnel associated with this procurement at its discretion.

SSA

Judith Vucovich, Code 800

Voting Members

Giovanni Rosanova
Pamela Taylor
Todd Thornes

Offerors are reminded that a "Blackout" letter for this procurement was distributed to all WFF personnel concurrently with the release of the Final RFP to Industry. Therefore, all communications pertaining to this procurement shall be directed to the Contracting Officer listed below. All questions pertaining to the RFP shall be submitted in writing, by mail, or electronically to the Contracting Officer or Contract Specialist as soon as possible for consideration.

If you have any questions regarding this RFP, please contact Ms. Amy Strong, Contract Specialist, at Amy.K.Strong@nasa.gov on or before June 14, 2011.

Thank you for your support. We look forward to receiving your proposals.



Bernard J. Pagliaro
Contracting Officer